

SAFC -
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MEMORANDUM FOR: Director of Material - Project Aquatone
SUBJECT : Aquisition of Receiving Reports

1. It is requested that action be taken to furnish receiving reports pertinent to the attached invoices which cover material purported to have been delivered for use in the Project under the provisions of Contract No. _____.
2. The invoices are identified, either on the attachment or as follows:

INVOICE NUMBER

DATE

AMOUNT

3. Inasmuch as payment to the contractor, which we desire to effect promptly, is contingent upon certification as to receipt and acceptance on behalf of the Government, it is requested that action be taken as expeditiously as possible. It may be that either the Director of Material or the Contracting Officer will desire to advise the contractor that a delay in receiving this remittance will be experienced.

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Project Comptroller